

## MINUTES

Low Rent Housing Agency of Knoxville

Location: Conference Room of the Housing Agency & via Zoom

August 17, 2020

Present: Board Chairman Don Croghan, Vice Chairman Jerrold Jordan and Board Member(s) Annie Leonard & Brent Hanna. Also present was Executive Director Susan Swartzendruber, Secretary for the Board.

Absent Board Member(s): Teresa Higginbotham.

Motion by Brent Hanna with second by Jerrold Jordan to accept the consent agenda. The consent agenda included the minutes of the regular Housing Board Meeting of July 20, 2020, the occupancy report, and the stop loss monitoring report. All voted aye.

Motion by Annie Leonard with second by Brent Hanna to approve the payment of claims. All voted aye.

Resolution 08-08-17-2020 to update the checking signatures was moved for adoption by Annie Leonard with second by Brent Hanna. All voted aye.

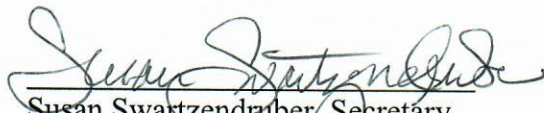
Discussion to post for public comment an update to the procurement policy, increasing the micro purchase limit of \$3,500.00 to HUD recommended amount of \$10,000.00.

Motion to post for 60-day public comment made by Brent Hanna with a second by Jerrold Jordan. All voted aye.

The monthly financials are not back from the Fee Accountant. They will be included in next month's meeting.

Motion by Brent Hanna with second by Jerrold Jordan to adjourn the meeting. All voted aye.

  
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Don Croghan, Board Chairman

  
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Susan Swartzendruber, Secretary